

Staff

Ministers:

Carla Bailey, *Senior Minister*. 612-871-7400, carlab@plymouth.org

Catherine Crooks, *Minister for Congregational Care*. 612-977-1286, cathiec@plymouth.org

Paula Northwood, *Minister for Spiritual Formation*. 612-977-1263, paulan@plymouth.org

Jeffrey Sartain, *Minister for Community Engagement*. 612-977-1274, jeffs@plymouth.org

Office Personnel:

Doug Freeman, *Ministry Assistant for Programs*. 612-977-1279, dougf@plymouth.org.

Responsible for database management, supporting Cathie Crooks and Paula Northwood and general administrative duties. Please call Doug with any questions you may have about registration for adult programs and general office questions.

Joy Hansen, *Accounting Manager*. 612-977-1265, joyh@plymouth.org.

Assistant to Director of Operations, responsible for financial reporting. Please call Joy with any questions you may have about financial statements, member contributions, online donations and submitting check requests.

Allison Campbell Jensen, *Director of Communication and Executive Assistant to the Senior Minister*. 612-977-1269, allisoncj@plymouth.org.

Assists the Senior Minister in scheduling meetings, setting up baptisms, implementing background checks and other tasks. Available for communications planning and advice, as requested by church leaders and members. Responsible for *Flame*, Friday e-blast, other email communications, preparing the bulletin and bulletin announcements, compiling the pulpit announcements, distributing board minutes (with Doug Freeman), other publications, website management and curation of Plymouth's social media channels: Facebook, Twitter, Pinterest and Instagram.

Diane Merz, *Operations Coordinator*. 612/977-1266; mailto:dianem@plymouth.org.

Oversight of internal and external operations and administration—finance, human resources, database, facilities, other business dealings. Liaison with Senior Minister on planning and priorities.

Emily Venell, *Ministry Assistant for Hospitality*. 612-977-1281, emilyv@plymouth.org.

Responsible for room and equipment reservations, coordination with custodians, new member classes, nominations process and coordinating volunteers for reception desk. Please call Emily with any questions you have about reserving space at the church or new member classes.

Please contact the person at the reception desk for information concerning events at the church:
612-871-7400, reception@plymouth.org

Our office staff will try to answer any questions you may have; if we don't have an immediate answer, we'll get back to you as soon as possible.